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YEOVIL TOWN SUPPORTERS' SOCIETY LTD (GLOVERS' TRUST) - POLICY No 07

ELECTION RULES POLICY

(Accepted by Steering Committee vote 12 May 2016)

INTRODUCTION

1. This document constitutes the Election Rules, Regulations and Procedure and is drafted in accordance with the existing rules of Yeovil Town Supporters Society Limited (Glovers' Trust). The purpose of the Election Rules Policy is to ensure that the elections for Society Board members are conducted in a democratic and unbiased manner in accordance with this policy and the Trust Rules. The Board Membership Policy is published in the Trust Rules.

DEFINITIONS

2. The following definitions will be used throughout this election policy:
- **'AGM'** - Annual General Meeting
 - **'The Trust'** – Yeovil Town Supporters Society Limited
 - **'EWG'** - Elections Working Group
 - **'SB'** - Society Board (Steering Committee)

OUTLINE DETAILS

3. At the first AGM of the Trust, an election will be held to select a board of at least six (but no more than ten) people to replace the SB Steering Committee. Thereafter, all future election results will be announced at the Trust AGM, the election having been held in advance. The procedure for election to the board at an AGM, whether at the first AGM or subsequent AGM's shall be as follows:

ELECTION CONTROL

4. During the election period the Election Working Group (EWG) will ensure that the Election is run in accordance with the Election Policy and the Trust Rules on behalf of Trust members.
5. The EWG will comprise of an odd number of members and any decisions taken will be by majority vote and recorded.
6. Members serving on the EWG shall be eligible to nominate candidates, vote and stand in the Elections.
7. Any EWG member standing as a candidate will not be:

- involved in the collation and publication of candidate manifestos;
 - eligible to vote on matters pertaining to candidate disqualification;
 - or eligible to vote on any other matter which may influence the outcome of the Election.
8. Polling for the initial election is to be run by an independent group (TBC), subject to these election rules. The results as determined by the independent group are final.
9. The election timetable will be included with nomination forms.
10. Election details shall also be posted on the Trust Website¹.
11. The results will be announced at the AGM by the returning officer.
12. The EWG will verify that nominations are from members and check for 'multiple nominations'. If a member is found to have nominated multiple candidates, then the candidate that submitted their nomination form first shall be accepted. Thereafter a nomination form containing a further Candidate nomination by the same member will be rejected and the candidate informed.

ELIGIBILITY AND NOMINATION

13. Candidates must comply with eligibility and nomination procedure as set out in the election rules.
14. Any member (as defined in the Trust Rules) may be nominated to stand for election to the Board. Nomination forms will include a signed declaration by the nominee that (s)he complies with and will comply with the rules, this document and the Board Membership Policy.
15. Nominations will be effective if signed by 2 different Members; and the Member who is being nominated. All such Members must include on the nomination form their full name, membership number and signature (and for these purposes a faxed signature will suffice).
16. Any Board member retiring by rotation in accordance with rule 63 of the rules shall also be required to submit a nomination form if seeking re-election.
17. It is the Candidate's responsibility to ensure their nominations are valid and submitted in accordance with the timetable. In the event of uncertainty, the decision of the EWG will be final.
18. In signing the form, candidates are bound by the terms and conditions of the election rules and regulations.
19. A signed letter of nomination from a member is an acceptable substitute for manuscript signature on a candidate's nomination form; this should however only be in extremis ie geographical location of the signatory.
20. Specifically candidates are also self-certifying that they comply with the following two rules of the constitution:
21. In applying for election to the board, the following key points must be considered:
- (a) No person can be a member of the society board who:

¹ www.glovers-trust.co.uk

- is subject to a bankruptcy order or has in place a composition with their creditors;
- is subject to a disqualification order made under the Company Directors Disqualification Act;
- has a conviction for an indictable offence (other than a spent conviction as defined by the Rehabilitation of Offenders Act 1974);
- is or may on the basis of medical evidence be suffering from a mental disorder;
- fails to abide by any rules for the conduct of elections made by the Society Board.

(b) Save for any exceptions outlined in these rules, no Society board member is to have any material financial interest personally or as a member of a firm or company or as a director or other officer of a business trading for profit or in any other way whatsoever in any contract or other transaction with the Society. For the purposes of this rule, an interest of a person who is connected with a Society board member shall be treated as an interest of the Society Board member.

ELECTION RULES

22. During the election, the EWG, or Board members, cannot provide advice to voting members as to the suitability of any candidates on behalf of the Trust. Any opinion, or advice provided, should be taken as provided in a personal capacity only.
23. Candidates/complainants have the right of appeal to the EWG, and then through the complaints procedure detailed in the Trust Constitution.
24. Complaints after voting has closed shall be made in writing to the EWG not later than three working days after the close of poll.
25. All communication regarding Election Rules Policy should be addressed to the EWG, via the Trust secretary (secretary@glovers-trust.co.uk), or by letter addressed to the EWG at the Trust registered office.
26. Should any Candidates contravene the election rules the EWG shall judge whether a disqualification shall apply. Notification will be to the standing Board prior to announcement of election results and subsequently to the elected newly elected Board. The elected Board will decide what action, if appropriate, may be taken should disqualification occur.
27. Should the election not produce the required number of elected members Rule 65 shall apply.

MANIFESTOS AND CAMPAIGNING

28. The EWG shall publish a Manifesto document based on Candidates' Manifestos submitted with the Nomination form.
29. The EWG will be responsible for circulation of the manifesto document with ballot papers.
30. On a membership-wide basis, campaigning will be restricted to this publication. No further Election campaigning material will be circulated to all members by the Trust. Other than this personal campaigning is allowable.
31. Nomination forms must be accompanied by a biography/manifesto with a maximum of 450 words. The candidate's name need not appear in these 450 words. Acronyms, pseudonyms, and slang will be at the discretion of the EWG.

32. All the candidate's manifestos are to be received in written form, typed, and proofread before issue. The number of words counted shall be decided using Microsoft Word.

33. If a candidate's manifesto has more than the permitted four hundred and fifty words, it will be truncated at 450 words and text will be inserted below stating "The Candidate's Manifesto has exceeded the permitted four hundred and fifty words and has therefore been truncated".

34. Candidate's manifestos written in the third person shall be accepted.

35. Candidates and nominees can only put their real names on nomination documentation. No nicknames will be accepted.

36. A candidate's manifesto shall not contain the name of any of their nominators or any other candidate.

37. Candidates must not in their manifestos make threats, insults, derogatory, abusive, racist, sexist, or homophobic statements, or references towards other candidates. Any such references may result in a disqualification from the election.